

Brittany E. Lutz

From: noreply@civicplus.com
Sent: Thursday, February 2, 2023 9:18 AM
To: BOCC Consent
Subject: Online Form Submittal: OUT OF STATE TRAVEL REQUEST APPLICATION

****EXTERNAL EMAIL****

This email originated from outside Grant County's network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

OUT OF STATE TRAVEL REQUEST APPLICATION

Traveler's Name	TRACEY R POULOS
Dept/Committee	PROSECUTOR OFC
Date of Request	2/2/2023
Travel Type	Out of State Travel
Departure Date	6/24/2023 3:00 PM
Return Date	6/30/2023 6:00 PM
Grant	Yes
Fund/Dept	001.102.00.9047.512406003/DC
Destination (City, County, State)	HOUSTON, HARRIS COUNTY, TX
Purpose of Travel	ATTEND NADCP RISE2023! CONFERENCE
Hotel - GSA Rate	122
Hotel - Nightly Rate	122
Cost Application	Government Rate
Rental Car Required	Yes
Hotel Total	700
Conference Fee	895
Daily M&IE at Destination	69
Rental Car Cost per day	100

Explanation for Rate
(required if hotel cost is
greater than per diem, or
government rate)

HOTEL RATE MAY BE HIGHER IF CONFERENCE HOUSING
NOT AVAILABLE DUE TO REGISTRATION DELAY

Air Carrier

ALASKA

Cost of Flight

800

Total trip cost (Include all
cost totals)

3500

Preparer's Name

AMY L PAYNTER

Preparer's Title

PROGRAM COORDINATOR

Preapproved by EO/DH?

Yes

Use of travel card to fill a rental vehicle gas tank prior to its return is recommended.

Email not displaying correctly? [View it in your browser.](#)